

GRIMES COMMUNITY COMPLEX RENTAL INFORMATION

Updated July 2016

GCC ROOM RATES

| Rooms | Resident Fee * | Non-Resident Fee ** | For-Profit Business |
|--|---|---------------------|---------------------|
| #102- Batting Cage- (Family/Team- 4+) | \$10/hr, \$15/hr | \$20/hr, \$30/hr | \$60/hr |
| #103/105- Party Rooms (Rented Together)- | \$20/hr | \$40/hr | \$60/hr |
| #106- Party/Meeting Room- | 1 st 2 Hours Free- \$10/each additional hr | \$20/hr | \$30/hr |
| #107- Party/Meeting Room- | 1 st 2 Hours Free- \$10/each additional hr | \$20/hr | \$30/hr |
| #202/#203- Party Rooms (Rented Together) | \$20/hr | \$40/hr | \$60/hr |
| #300- Kitchen/Cafeteria- | \$25/hr | \$50/hr | \$75/hr |
| #301- Gym- | \$20/hr | \$40/hr | \$60/hr |
| with House Bounce | \$30/hr extra | not available | not available |
| #302- Board Room- | Free | \$10/hr | \$20/hr |
| #304- Banquet Hall ³ (Mon-Fri 8am-5pm)- | \$25/hr | \$50/hr | \$75/hr |
| #304- Banquet Hall ³ (Eves 5-9pm)- | \$30/hr | \$60/hr | \$90/hr |
| #304- Banquet Hall ³ (Sat., Sun.)- | \$30/hr | \$60/hr | \$90/hr |
| #402- Party/Meeting Room (Old Shop) | \$20/hr | \$40/hr | \$60/hr |
| After Hour and/or Parties of 50 and more- | +\$20/hr extra | +\$30/hr extra | +\$40/hr extra |

*Residents are those living in Grimes or in the DCG School District. **Non-residents are those living outside Grimes Or DCG School District
 -Non-Profit organizations/Military Families (Immediate Members Only) are charged ½ the Room Rental Fees (Doesn't include After Hour)

³ To book the Banquet Hall, ½ the total Rental fee **Plus** a \$100 refundable damage deposit is due at time of reservation. Final ½ of rental fee is due at least 30 days before the event. See below for events with alcohol.

GCC ROOM RENTAL DESCRIPTIONS

#102 Batting Cage: Located on south side of facility. One lane for pitching/hitting. Helmets required. Adults must supervise.

#103/#105 Party Room: Holds 50-60 people on each side. Located on south side of the GCC. TV, white 60" round tables.

#106 & #107 Rooms- Similar in Size, 107 looks out over playground, 106 looks to the west, Both have white 60" round tables and TV's. Can be arranged to your party needs.

#300 Kitchen & Cafeteria: NE part of facility by main entrance. Holds up to 60 people, TV, 60" round white tables/padded chairs and serving space for food and drinks. Full-size kitchen includes freezer, coffee pots, microwaves, 2 stoves and refrigerator. Utensils and paper products are not available.

#301 Gym: Two adjustable baskets (8-10ft) with bleachers & basketballs provided. Baseball and softball teams must use softi-balls, no real balls allowed. Non-marking tennis shoes are required. Adults must be present in the gym. Alcohol is allowed here with a contracted security person and approval.

#302 Multi-Purpose Room #302: Holds up to 10 people.

#304 Banquet Hall: Located in the NW part of the facility. Holds up to 200 people sitting around white 60" round tables on cushioned chairs. Sound system, microphone, and projector can be rented out through the church. Alcohol is allowed with a security person contracted and approval.

#402 Party Room: 60" white round tables and chairs, holds 50-60 people. Has projector, screen and speakers along with sink.

-For all alcoholic events, an extra \$100 refundable deposit is needed. Banquet Hall/Gym are only rooms we allow alcohol in. Any costs for repair of damages incurred during the event will be deducted from the deposit. Party must secure an officer in uniform for alcoholic events (Polk County Sheriff's- 515-323-5400) runs \$35/hr payable to them.
 -Banquet Hall AV and Projector Contact to Help Set up- Ryan Burger at 515-778-3030. Extra fees may apply.

GCC FACILITY HOURS

FALL/WINTER (OCTOBER 1- APRIL 30)

| | |
|-----------------|-----------------|
| Monday – Friday | 8:00am – 9:00pm |
| Saturday | 8:00am – 3:00pm |
| Sunday | Noon – 6:00pm |

Spring/Summer (May 1- September 30)

| | |
|-------------------|-----------------|
| Monday – Thursday | 9:00am – 8:00pm |
| Friday | 9:00am – 5:00pm |
| Saturday | 9:00am – 3:00pm |
| Sunday | Noon – 4:30pm |

Closed on these Holidays: New Year's Day, Civil Rights Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve/Day

AFTER-HOURS/CLOSINGS

After hour rental approval all have to go through the Director. The facility can NOT be booked on city holidays off. If facility is closed due to weather, rentals can be rescheduled. Otherwise no refunds or rescheduling are allowed.

FORMS & RESERVATION INFO

The GCC Rental Agreement Form (found online or in office) must be read and signed by the rentee prior to the rental. All reservations must be pre-paid and are non-refundable. Call the Grimes Parks and Recreation Office, located in the GCC, at 515-986-2143, or email Brett Barber at bbarber@ci.grimes.ia.us. GCC Staff can check availability too or you can view online at the city website at www.grimesiowa.gov under Grimes Parks and Recreation/Grimes Community Complex. Please note that you can't reserve the rooms online but need to call or stop in with payment first to be put on the schedule.